

WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM

800 MHZ USERS COMMITTEE

Keith Mullen, Chair
Paul Wiley, Vice-chair
Austin Mills, Secretary

****Meeting Minutes****

Thursday, March 17, 2022

10:00 a.m.

**Washoe County Administration Complex
1001 East Ninth Street, Reno, Nevada, 89512
Building A, Second Floor Caucus Room**

This meeting was held in person with a teleconference option.

Agenda

1. CALL TO ORDER AND ROLL CALL [Non-action item]

The meeting was called to order at 10:02 a.m.

Present

- | | |
|---|-----------------------------------|
| • City of Reno | Paul Wiley |
| • City of Sparks | Keith Mullen |
| • Nevada Air National Guard | Matthew Lund |
| • Nevada Dept. of Transportation | Jim Whalen |
| • North Lake Tahoe Fire Protection District | Jeff Byrne |
| • Reno-Tahoe Airport Authority | Nicole Lacap |
| • Truckee Meadows Water Authority | Chuck Atkinson |
| • UNR | Ed Atwell |
| • US Dept. of Veterans Affairs | Bryan Boren |
| • Washoe County | Russ Pedersen (joined 10:07 a.m.) |
| • Washoe County School District | Jon Kelly |

Absent

- Incline Village GID (vacant)
- Pyramid Lake Paiute Tribe
- Reno-Sparks Indian Colony (vacant)
- Truckee Meadows Fire Protection District
- US DEA (vacant)

Washoe County Deputy District Attorney Keith Munro was present.



QUALITY
PUBLIC SERVICE



INTEGRITY



EFFECTIVE
COMMUNICATION

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2. **PUBLIC COMMENTS** [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the 800 MHz Users 800 MHz Users Committee agenda. The 800 MHz Users Committee will also hear public comment during individual action items, with comment limited to three (3) minutes per person. Comments are to be made to the 800 MHz Users Committee as a whole.

There was no response to the call for public comment; no emails had been submitted prior to the meeting.

3. **APPROVAL OF DECEMBER 9, 2021, MINUTES** [For Possible Action] – Committee members may identify any additions or corrections to the draft minutes as transcribed.

Ed Atwell, UNR moved to approve the minutes as written. Bryan Boren, Department of Veteran Affairs, seconded the motion. There was no response to the call for Committee or public comment. Upon a call for a vote, the motion carried unanimously.

4. **ELECTION OF OFFICERS** [For Possible Action]

- a. Chair
- b. Vice-chair
- c. Secretary

[Russ Pedersen, Washoe County, joined the meeting.]

Ed Atwell, UNR, moved to nominate and elect Keith Mullen, City of Sparks, as Committee Chair. Russ Pederson, Washoe County, seconded the motion. There was no response to the call for Committee or public comment. Upon a call for a vote, the motion carried unanimously.

Ed Atwell, UNR, moved to nominate and elect Austin Mills, Washoe County School District, as Committee Vice-Chair. Russ Pederson, Washoe County, seconded the motion. Mr. Mills was not in attendance to accept the nomination; no action was taken.

Jim Whalen, Nevada Department of Transportation, moved to nominate and elect Ed Atwell, UNR, as Committee Secretary. Mr. Atwell declined the nomination; no action was taken.

5. **LID (LOGICAL IDENTIFICATION NUMBER) STATUS UPDATE & RADIO COUNTS** [Non-action item] – An ongoing review and discussion on the issue of limited LID availability on the current contractual obligations of our end users and current remaining radio counts. Washoe County Regional Communication System. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed slides three and four of her presentation. She added Washoe County was requesting 26 LIDs for new staff and vehicles but due to the limited availability would likely only be able to approve a portion of the request. Due to the limited group IDs available, other agency join dates have been pushed out.

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LID Status

- Remaining LIDS: 35
 - UNR
 - Issued 2 LIDS to DRI
 - Future Members
 - US Marshals
 - request based on funding
 - National Guard
 - Looking for more information
 - Department of Homeland Security DHS
 - Looking for More information
 - Issuance of LIDs will be looked at **case by case** and prioritized accordingly. Please allow for a few weeks to get back to all requests.



Radio Counts

- Reminder our L3Harris Sales Representative is Claire Pender.



Pender, Claire (US) - PSPC
01031 (PSPC)
NV Account Mgmt
CS/MR33019 (SouthWest Sales)
(775) 233-8362 Mobile
claire.pender@L3Harris.com
240 South Rock BLVD /Suite 137
Reno, NV 89502 / USA
claire.pender@L3T.com IM

- Thank you all for your purchases!
- 2,581 radios ordered out of 5097 contractual commitment of the P25 Radios
 - We have reached 50% of our contractual obligation
 - Reminder – Harris to be onsite for installation Oct 2022- Dec 2023
 - EVERY Radio in our system requires the One-Touch " Make ready" for new system
 - Mobile Installations (Don't forget your warranty is on hold until the device goes into service) .
 - Please have radios purchased prior to these events to be ready for the System cut-over.

6. **SYSTEM STATUS UPDATE** [Non-action item] – An informational update on the operational status of the 800 MHz Communication System. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed slide six of her presentation.

System Status Update

METRO SC	SLIDE MT	TAHOE SC	VA PEAK	CHIMNY	MARBLE	POTO	FOX MTN	MT ROSE
CC	01149 - 00716	OFF	CC	16383 - 00387	16381 - 00387	CC	16383 - 00387	16383 - 00387
14757 - 00289	CC	OFF	16383 - 00387	12577 - 00289	CC	16383 - 00387	16383 - 00387	16383 - 00387
OFF	14569 - 00289	OFF	16383 - 00387	16383 - 00387	12183 - 00387	16383 - 00387	16383 - 00387	16383 - 00387
16383 - 00387	16383 - 00387	OFF	16383 - 00387	14757 - 00289	16381 - 00387	16383 - 00387	16383 - 00387	16383 - 00387
14569 - 00289	14757 - 00289	OFF	16383 - 00387	16383 - 00387	16383 - 00387	16383 - 00387	16383 - 00387	16383 - 00387
16383 - 00387	16383 - 00387	OFF	16383 - 00387	16383 - 00387	16383 - 00387	16383 - 00387	16383 - 00387	16383 - 00387
03517 - 00353	12577 - 00289	OFF	16383 - 00387	16383 - 00387	OFF	OFF	OFF	OFF
16383 - 00387	16383 - 00387	OFF	16383 - 00387	14757 - 00289	OFF	OFF	OFF	OFF
14757 - 00289	14757 - 00289	OFF	OFF	OFF	OFF	OFF	OFF	OFF
03517 - 00353	16383 - 00387	OFF	OFF	OFF	OFF	OFF	OFF	OFF
14569 - 00289	16383 - 00387	OFF	OFF	OFF	OFF	OFF	OFF	OFF
14757 - 00289	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
14757 - 00289	OFF	OFF	OFF	OFF	OFF	OFF	OFF	OFF
DownLink	DownLink	OFF	DownLink	DownLink	DownLink	DownLink	DownLink	DownLink
DownLink	DownLink	OFF	DownLink	DownLink	DownLink	DownLink	DownLink	DownLink

- Outages
 - System & Site:
 - 3/1/2022- Data Corruption caused queuing issues on Marble Bluff
 - 3/4/2022- Washoe County TAHOE Simulcast Outage, Failing IP Tube. Equipment replaced on 3/10/2022 resulting in another unavoidable downtime.
 - 3/8/2022- open mic issues held up Sparks Main Channel, possibly from data corruption on the system.
 - 3/10/2022- All Consoles heard static on all talk channels for 5 minutes. Troubleshooting caused the RAR (router) to reboot twice in less than a Minute and we lost time synchronization to the GVIU cards. Cards reset- issue resolved.
 - Weather:
 - Fox Mountain to Virginia Peak inversion affecting microwaves, and extreme weather caused damage to microwave dishes causing alignment issues.
 - Tahoe Region also affected by poor weather conditions. We believe some of the data corruption is coming from communication links going up and down. Hoping the new IP tube resolves some of these issues.
- Updates
 - SUMS- Software updates conducted monthly

7. **WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM INFRASTRUCTURE MAINTENANCE AND REPLACEMENT UPDATE** [For Discussion Only] – A review and discussion of maintenance and replacement needs for WCRCS Infrastructure. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her presentation slides eight and nine, noting staff was working with a contractor to find a solution to handle 200 mile per hour winds.

Maintenance

- **No maintenance is scheduled, routine repairs being conducted to maintain normal operation at sites.**
- Tower inspections & Remote Alarms
 - NTR (Nothing to Report)
- Radio maintenance & alignments
 - NTR
- Security cameras maintenance and installation
 - Axis Camera system needs software update
 - Marble Bluff, Slide, had camera failures due to high winds, and bipolar weather.



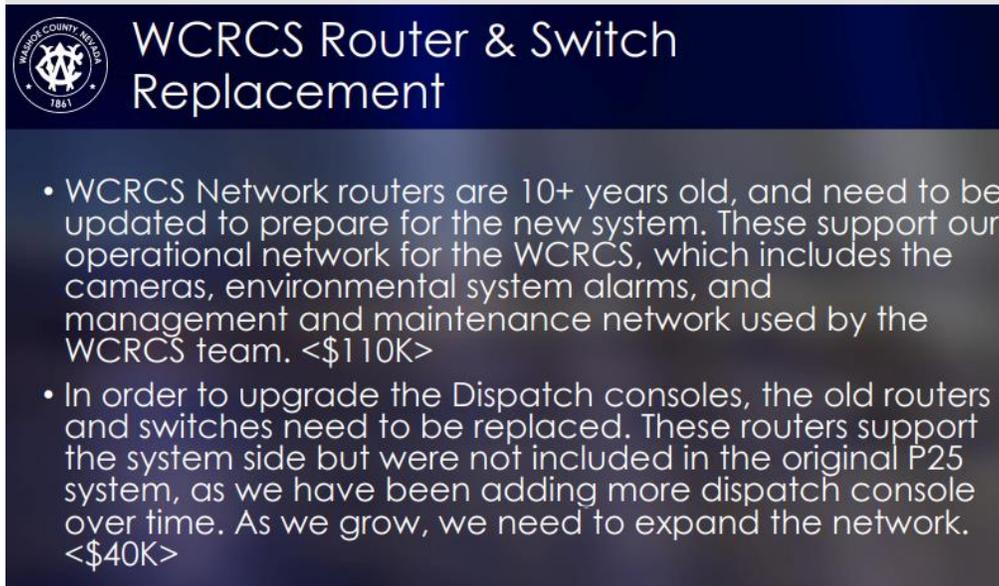
Maintenance

- DC battery banks & rectifier testing
 - NTR
- HVAC inspection & repair
 - NTR
- Dehydrator/Waveguide pressure testing
 - NTR
- Generator inspections and repair
 - Slide generator in failure. Generators being refueled as needed due to winter weather conditions, and power outages. Marble generator has been also slowly failing. Both Slide and Marble have generators on order- 6 month waiting period. Fox generator failure- Battery on control panel to be replaced.

8. **WASHOE COUNTY REGIONAL COMMUNICATIONS SYSTEM ROUTER AND SWITCH REPLACEMENT** [For Possible Action] – A review, discussion, and possible action to recommend that the 800MHz Joint Operating Committee approve funding for core routers and switches for the purpose of supporting the WCRCS camera and security network and to support the replacement of dispatch console equipment at a cost not to exceed [\$140,000] for fiscal year 2022/2023, subject to Board of County Commissioners’ approval of the fiscal year 2022/2023 Washoe County Regional Communication System Budget. *Quinn Korbolic & Melissa Lawney, Washoe County Technology Services.*

Melissa Lawney, Washoe County Technology Services, reviewed her presentation slide 11 noting the current equipment is more than ten years old. Staff is seeing equipment costs increase seven to ten percent each month. The increased growth in consoles was not included in the P25 specifications so the current system is to capacity. Each time an agency adds a console, the agency pays for a router on their side of the system demarcation line. For each of those, six need to be added to the system to allow for redundancy.

Russ Pedersen, Washoe County, moved to recommend the 800MHz Joint Operating Committee approve funding for core routers and switches for the purpose of supporting the WCRCS camera and security network and to support the replacement of dispatch console equipment at a cost not to exceed [\$140,000] for fiscal year 2022/2023, subject to Board of County Commissioners’ approval of the fiscal year 2022/2023 Washoe County Regional Communication System Budget. Ed Atwell, UNR, provided the second. There was no response to the call for Committee discussion or the call for public comment. Upon a call for the vote, the motion carried unanimously.

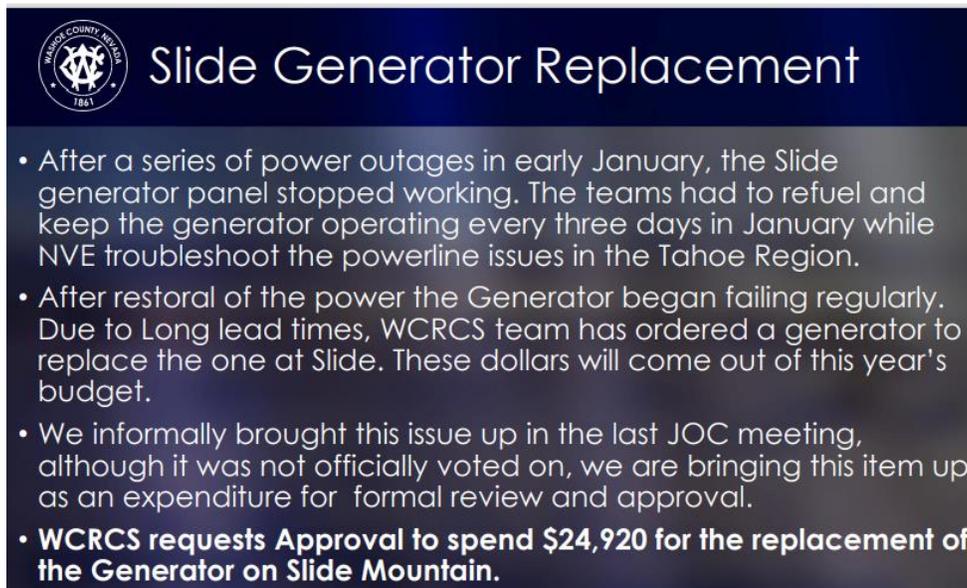


The slide features the Washoe County Nevada logo on the left, which includes the year 1861. The title "WCRCS Router & Switch Replacement" is displayed in white text on a dark blue background. The main content area has a dark grey background with white text. It contains two bullet points: the first discusses the need to update 10+ year old routers for a new system, supporting cameras, environmental alarms, and a management network, with a cost of less than \$110K; the second discusses the need to replace routers and switches for dispatch consoles, as they were not included in the original P25 system, with a cost of less than \$40K.

- WCRCS Network routers are 10+ years old, and need to be updated to prepare for the new system. These support our operational network for the WCRCS, which includes the cameras, environmental system alarms, and management and maintenance network used by the WCRCS team. <\$110K>
- In order to upgrade the Dispatch consoles, the old routers and switches need to be replaced. These routers support the system side but were not included in the original P25 system, as we have been adding more dispatch console over time. As we grow, we need to expand the network. <\$40K>

9. **WASHOE COUNTY REGIONAL COMMUNICATION SYSTEM REPLACEMENT OF SLIDE GENERATOR** [For Possible Action] – A review and discussion, and possible action to recommend that the 800MHz Joint Operating Committee retroactively approve funding to replace the generator at the Slide Mountain communication site at a cost not to exceed [\$25,000]. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her presentation slide 13.



The slide features the Washoe County Nevada logo on the left, which includes the year 1861. The title "Slide Generator Replacement" is displayed in white text on a dark blue background. The main content area has a dark grey background with white text. It contains four bullet points: the first describes a power outage in early January where the generator stopped working and had to be refueled every three days; the second describes the generator failing regularly after power restoration, with a new generator ordered from this year's budget; the third describes the issue being brought up informally at a JOC meeting; and the fourth is a bolded request for approval to spend \$24,920 for the replacement of the generator on Slide Mountain.

- After a series of power outages in early January, the Slide generator panel stopped working. The teams had to refuel and keep the generator operating every three days in January while NVE troubleshoot the powerline issues in the Tahoe Region.
- After restoral of the power the Generator began failing regularly. Due to Long lead times, WCRCS team has ordered a generator to replace the one at Slide. These dollars will come out of this year's budget.
- We informally brought this issue up in the last JOC meeting, although it was not officially voted on, we are bringing this item up as an expenditure for formal review and approval.
- **WCRCS requests Approval to spend \$24,920 for the replacement of the Generator on Slide Mountain.**

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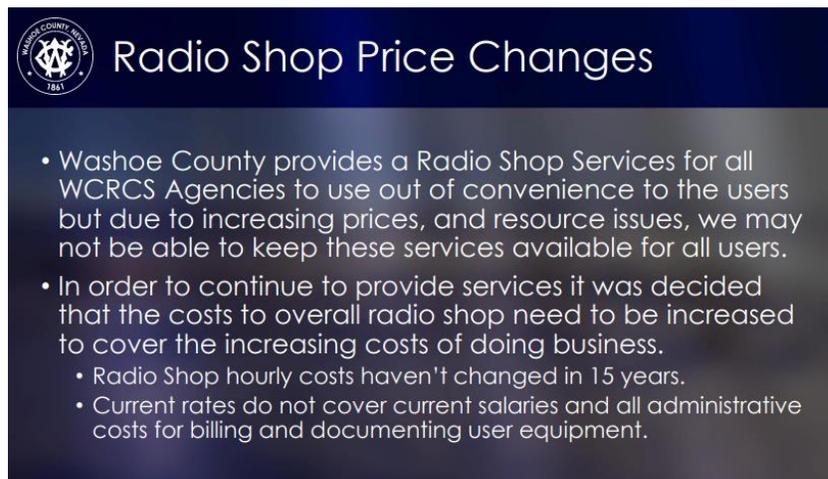
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Ed Atwell, UNR, moved to recommend the 800MHz Joint Operating Committee retroactively approve funding to replace the generator at the Slide Mountain communication site at a cost not to exceed \$25,000. Russ Pedersen, Washoe County, provided the second. There was no response to the call for Committee discussion or the call for public comment. Upon a call for the vote, the motion carried unanimously.

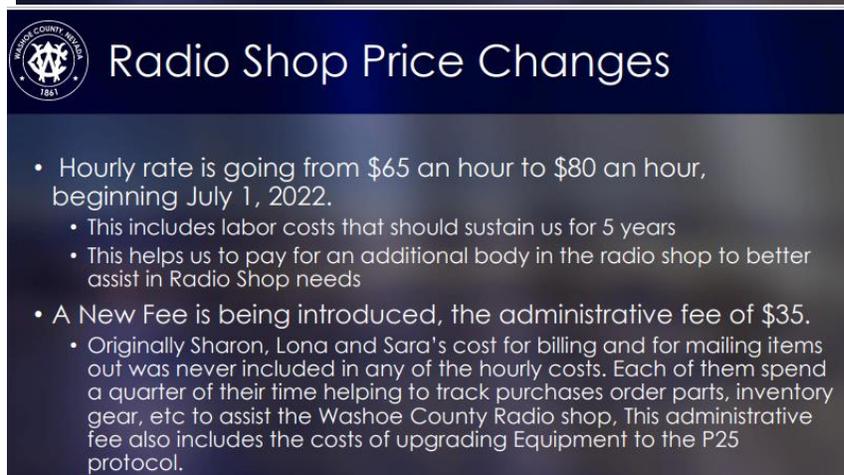
- 10. WASHOE COUNTY RADIO SHOP PRICE UPDATES** [Non-action item] – A review and discussion of current Washoe County Radio shop hourly fees and the need to modify the pricing model to continue to provide services to outside agencies. The proposed pricing model will include an increased hourly fee, [\$80/hour] and an administrative fee for each work order [\$30/work order]. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her presentation slides 15-17 highlighting the proposed increases in Radio Shop fees effective July 1, 2022; fees have not been raised in 15 years. Quinn Korbolic, Washoe County Technology Services, shared the new position being requested for the Radio Shop would be a General Fund request not impacting the WCRCS Radio System budget. Technology Services was giving up another position within the department as a partial offset to support the request with radio shop revenue potentially providing addition offset.



The slide features the Washoe County Nevada logo (1861) in the top left corner. The title "Radio Shop Price Changes" is centered at the top. The main content consists of three bullet points:

- Washoe County provides a Radio Shop Services for all WCRCS Agencies to use out of convenience to the users but due to increasing prices, and resource issues, we may not be able to keep these services available for all users.
- In order to continue to provide services it was decided that the costs to overall radio shop need to be increased to cover the increasing costs of doing business.
 - Radio Shop hourly costs haven't changed in 15 years.
 - Current rates do not cover current salaries and all administrative costs for billing and documenting user equipment.



The slide features the Washoe County Nevada logo (1861) in the top left corner. The title "Radio Shop Price Changes" is centered at the top. The main content consists of three bullet points:

- Hourly rate is going from \$65 an hour to \$80 an hour, beginning July 1, 2022.
 - This includes labor costs that should sustain us for 5 years
 - This helps us to pay for an additional body in the radio shop to better assist in Radio Shop needs
- A New Fee is being introduced, the administrative fee of \$35.
 - Originally Sharon, Lona and Sara's cost for billing and for mailing items out was never included in any of the hourly costs. Each of them spend a quarter of their time helping to track purchases order parts, inventory gear, etc to assist the Washoe County Radio shop, This administrative fee also includes the costs of upgrading Equipment to the P25 protocol.



Radio Shop Prices Changes

- Future Pricing for Projects will also come available start in Budget Year 2023. (Expect project pricing in next JOC meeting).
- Radio Shop is going through the budget process to add another position. After a third person is hired, we will be able to conduct on site programming, and troubleshoot issues* (Assuming this year's budget gets approved by Washoe County)

11. **DEPARTMENT OF HOMELAND SECURITY SHIELDS UP BRIEF** [Non-action item] – A review and discussion of the issue of Department of Homeland Security Cybersecurity & Infrastructure Security Agency Shields Up program. *Melissa Lawney, Washoe County Technology Services*

Melissa Lawney, Washoe County Technology Services, reviewed her presentation slides 19-22 providing an overview of three programs available to public and private agencies. She recommended reviewing security options for routers, servers and file shares.



DHS Shields Up

- In the wake of Russia's unprovoked attack on Ukraine and rising geopolitical tensions, which have been accompanied by cyber-attacks on Ukrainian government and critical infrastructure organizations, there may be consequences on our own nation's infrastructure. This has been a potential risk we have been warning about in recent months and would like to remind everyone to remain vigilant.
- CISA is providing the following services to both Private and Public Entities:
 - **Shields Up** – CISA launched a new [Shields Up webpage](#) that provides actionable information on urgent steps to harden systems given the heightened threat environment.
 - **Pro Bono Services** – CISA recently launched a [new catalog of free cybersecurity services](#) from CISA, the open-source community, and our private sector partners in the Joint Cyber Defense Collaborative. The catalog is designed to help under-resourced organizations improve their security posture.
 - **Mis-, dis-, Malinformation (MDM)** – CISA released a *CISA Insights* titled, [Preparing for and Mitigating Foreign Influence Operations Targeting Critical Infrastructure](#), which provides critical infrastructure owners and operators with guidance on how to identify and mitigate the risks of influence operations using MDM narratives from steering public opinion and impacting National Critical Functions and critical infrastructure.

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DHS Shields UP

- We also encourage organizations to remain vigilant and lower the threshold for reporting. If you believe that your jurisdiction, or a critical infrastructure partner, has experienced a cyber intrusion, please report incidents and anomalous activity to CISA (Central@cisa.gov 1-888-282-0870) and/or the FBI's 24/7 CyWatch at (855) 292-3937 or CyWatch@fbi.gov

DHS Shields UP

Free Services and Tools

After making progress on the measures above, organizations can use the free services and tools listed below to mature their cybersecurity risk management. These resources are categorized according to the four goals outlined in CISA Insights: Implement Cybersecurity Measures Now to Protect Against Critical Threats:

1. Reducing the likelihood of a damaging cyber incident;
2. Detecting malicious activity quickly;
3. Responding effectively to confirmed incidents; and
4. Maximizing resilience.

[Expand All Sections](#)

- [Reducing the Likelihood of a Damaging Cyber Incident](#) +
- [Take Steps to Quickly Detect a Potential Intrusion](#) +
- [Ensure That The Organization is Prepared to Respond if an Intrusion Occurs](#) +
- [Maximize the Organization's Resilience to a Destructive Cyber Incident](#) +

DHS Shields UP

WHAT IS MDM?

CISA defines mis-, dis-, and malinformation (MDM) as "information activities." This type of content is referred to as either domestic or foreign influence depending on where it originates.

- Misinformation** is false, but not created or shared with the intention of causing harm.
- Disinformation** is deliberately created to mislead, harm, or manipulate a person, social group, organization, or country.
- Malinformation** is based on fact, but used out of context to mislead, harm, or manipulate.

Combined with a lack of public understanding of election processes, the changing landscape of technology and communications creates new risk and evolving vectors for the spread of MDM. This includes inaccurate information about the election process, unsubstantiated rumors, and incomplete or false reporting of results.

RESPONDING TO MDM

In today's media and information environment, election officials must play a proactive role in responding to MDM. While each MDM narrative will differ, leveraging the **TRUST** model for MDM response can help reduce risk and protect voters.

T Tell Your Story **R** Ready Your Team **U** Understand and Assess MDM **S** Strategize Response **T** Track Outcomes

It is important to acknowledge the opportunities and limitations of government-led MDM intervention—particularly where distrust of government may be fueling the narrative. Focus responses where your team has evidence, expertise, or authority to counter the MDM. Also, recruit trusted community partners to amplify your messaging.

- Election Season is upon us. This information helps organization involved in the Election process.

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- 12. 800 MHZ USERS COMMITTEE MEMBER/STAFF ANNOUNCEMENTS, REQUESTS FOR INFORMATION AND SELECTION OF TOPICS FOR FUTURE AGENDAS** [Non-action item] – No discussion among 800 MHz Users Committee members will take place on this item. The next regular meeting is scheduled for June 16, 2022, 10:00 a.m.

- Election of Vice-chair and Secretary

- 13. PUBLIC COMMENTS** [Non-action item] – Comment heard under this item will be limited to three (3) minutes per person and may pertain to matters both on and off the 800 MHz Users Committee agenda. The 800 MHz Users Committee will also hear public comment during individual action items, with comment limited to three (3) minutes per person. Comments are to be made to the 800 MHz Users Committee as a whole.

Keith Mullen, City of Sparks, expressed appreciation for Paul Wiley's (City of Reno) contributions to the Committee and wished him well in his retirement.

Paul Wiley, City of Reno, expressed honor and privilege to serve on the Committee and appreciation for the ability to be involved in the system from the beginning and now to see the new system on the way.

- 14. ADJOURNMENT** [Non-action item]

The meeting adjourned at 10:54 a.m.

Approved as written in session June 16, 2022.